

# Perkins Incentive Award Fall 2016 Application

## Table of Contents

Encouraged Award Activities List .....	4
Focus Award Activities List.....	5
Priority Award Activities List .....	6

## Purpose

The Perkins Incentive Award is available to districts offering career and technical education (CTE) programs. The purpose of the award is to reward CTE directors and CTE teachers for attending professional development opportunities offered or endorsed by the Tennessee Department of Education. The department believes that high-quality professional development is key to **continual growth** and success of educators and leaders.

## How to Apply

The application is made available in ePlan in the **fall, winter, and spring** and is announced in the College & Career Readiness Update and the CTE Director Newsletter.

Funding Period	For activities that took place in...	Application Released
Fall	May-Aug.	September
Winter	Sept.-Dec.	January
Spring	Jan.-April	May

In the application, the CTE director selects professional development opportunities offered or endorsed by the department that either the district's CTE teachers or the CTE director recently attended and submits any necessary documentation for consideration.

## Funding Information

There are three levels of award categories: **encouraged, focus, and priority**. A district may apply for all three categories in one funding period; however, the maximum Perkins Incentive Award that a district is eligible to receive in a fiscal year is \$5,000. Therefore, if a district receives a priority award, the district cannot receive an additional Perkins Incentive Award in that fiscal year.

Category	Definition	Award
Encouraged	This is an encouraged activity that will benefit you and/or your teachers. This is an area in which we think attendance is beneficial.	\$1,000
Focus	This is an important activity that we feel will benefit you and your teachers. If possible, we recommend you providing an opportunity for all teachers to participate in this activity. This level is reinforcing those areas where we want to place an increased focus.	\$2,500
Priority	This activity/event is foundational to the work of CTE. We feel that it is necessary that all directors/teachers participate in this activity/event.	\$5,000

The Perkins Incentive Award is granted on a first-come, first-served basis up to a **statewide ceiling of \$100,000** each fiscal year. Districts are encouraged to submit an application as soon as the funding period opens.

If awarded a Perkins Incentive Award, the award amount will be uploaded to the CTE Incentive funding application in ePlan, and the CTE director will be notified to create a budget for the award amount. Once the budget has been approved, the district may draw down funds. **Funds must be utilized in accordance with Perkins spending guidelines;** however, no mandatory caps (such as the 20% cap on CTSO travel) or minimums apply.

## Encouraged Award Activities List

In order to receive the Encouraged Award of \$1,000, the CTE director and/or CTE teachers must have completed **two** of the below activities.

Activity	Timeline	Action Steps	Documentation
Local Externships	May–August 2016	At least two CTE teacher(s) participated in a local externship	CTE Director submits the following: 1. Teacher name(s) 2. Content areas they teach 3. Industry partner(s) where the externship(s) took place 4. Brief description of what took place 5. Plan of how the externship experience will impact instruction and/or industry engagement in the upcoming school year.
Statewide Externship Program	May–July 2016	A school team from the district is participating in the statewide externship program	Tracked by Division of College, Career & Technical Education
CTE Teacher Recruitment & Retention Pilot	May–August 2016	A committee from the district is participating in the Recruitment & Retention Pilot	Tracked by Division of College, Career & Technical Education
Occupational License New Teacher Training Session Facilitator	May–July 2016	A teacher from the district served as a session facilitator for the Occupational License New Teacher Training June 27–	Tracked by Division of College, Career & Technical Education
STEM Leadership Council	May 31, 2016	A representative from the district will be serving on the STEM Leadership Council	Tracked by Division of College, Career & Technical Education
FAFSA Webinar	Aug. 3, 2016	One representative from district attended	Submit name and title of attendee. Attendance will be verified by Division of College, Career & Technical Education.

## Focus Award Activities List

In order to receive the Focus Award of \$2,500, the CTE director and/or CTE teachers must have completed **three** of the below activities.

Activity	Timeline	Action Steps	Documentation
ACT Preparation Course Pilot	May–July 2016	District will be piloting ACT Preparation Course in 2016–17	Tracked by Division of College, Career & Technical Education
TDOE/TCAT Pilot	May–August 2016	District will be participating in the TDOE/TCAT Pilot in 2016–17	Tracked by Division of College, Career & Technical Education
LEAP Proposal	July 27, 2016	District submitted a complete proposal by the deadline that included a Work-Based Learning component.	Tracked by Division of College, Career & Technical Education
CTE Teacher Coaching Pilot	May–August 2016	District will be participating in the CTE Teacher Coaching Pilot in 2016–17	Tracked by Division of College, Career & Technical Education
HOSA National Leadership Conference	June 22–25, 2016	At least one teacher and four students from district attended	Submit names of attendees. Attendance will be verified by Division of College, Career & Technical Education.
TSA National Leadership Conference	June 28–July 2, 2016	At least one teacher and four students from district attended	Submit names of attendees. Attendance will be verified by Division of College, Career & Technical Education.
FBLA National Leadership Conference	June 29–July 2, 2016	At least one teacher and four students from district attended	Submit names of attendees. Attendance will be verified by Division of College, Career & Technical Education.
FCCLA National Leadership Conference	July 3–7, 2016	At least one teacher and four students from district attended	Submit names of attendees. Attendance will be verified by Division of College, Career & Technical Education.
SkillsUSA National Leadership Conference	June 18–24, 2016	At least one teacher and four students from district attended	Submit names of attendees. Attendance will be verified by Division of College, Career & Technical Education.
FFA Washington Leadership Conferences	June–July, 2016	At least one teacher and one student from district attended	Submit names of attendees. Attendance will be verified by Division of College, Career & Technical Education.

## Priority Award Activities List

In order to receive the Priority Award of \$5,000, the CTE director and/or CTE teachers must have completed **four** of the below activities.

Activity	Timeline	Action Steps	Documentation
ACT Retake Opportunity Webinar	Aug. 2, 2016	One representative from district attended	Submit name and title of attendee. Attendance will be verified by Division of College, Career & Technical Education.
TNCompass Regional Training	May–June 2016	One representative from district attended one training	Submit name and title of attendee. Attendance will be verified by Division of College, Career & Technical Education.
Institute for CTE Educators (CTE directors)	July 10–14, 2016	CTE director attended at least four Administrator or General sessions	Tracked by Division of College, Career & Technical Education
Institute for CTE Educators (CTE teachers)	July 10–14, 2016	At least 25 percent of CTE teachers attended at least four sessions	Tracked by Division of College, Career & Technical Education